



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

January 14, 2015

Dee Kray
21743 Business Hwy. 151
Monticello, IA 52310

Dear Dee,

This letter is in regards to the January 13, 2015 compliance check of your Level B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

- ☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.
- ☐ 110.5(1) b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Unsafe materials were observed in the home in area is accessible to a child. Cleaning products with warnings to keep out of reach of children were observed on the counter in the bathroom. Hazardous materials were observed in a cabinet below the bathroom sink. There were no safety locks on this cabinet. Cabinet below the sink in the kitchen has cleaning products which are to be kept out of the reach of children stored there. The safety device on this cabinet was not locked.

- ☐ 110.5(1) k Fire and tornado drills are practiced monthly and documentation kept. **Provider did not have documentation she practices fire and tornado drills available for review.**

- ☐ 110.5(1) m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor. **Provider has the correct size fire extinguisher but it was not in a visible area. Fire extinguishers stored under the sink in the kitchen and needs to have a sign to show where it is located.**

- ☐ 110.5(8) Children's Files
 - ☐ 110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains:
 - ☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.
- File for child Ky a physical that was more than a year old 11/13/13).**

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

Child J needs to have the relationship and phone number added to the sheet that lists persons the parents have authorized to pick up their child.

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration.

Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.

☐ Based on the items out of compliance listed above, a recheck or follow up visit to your home is not necessary. However, it is essential you provide documentation to the Department that certifies you have corrected each of the identified regulatory violations and are now in complete compliance with all Departmental regulatory mandates.

Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.

I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: February 28, 2015.

X _____
Signature Date

Please do not hesitate to contact me at DHS at 319/892 – 6803 if you have any questions regarding this letter.

Sincerely,

Social Worker II

Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 319/538 – 8464 (Cindy Heck).

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).